

To: Members of the Shareholder Committee (Cabinet Committee)

***Notice of a Meeting of the Shareholder Committee
(Cabinet Committee)***

Tuesday, 19 May 2026 at 3.00 pm

Room 2&3 - County Hall, New Road, Oxford OX1 1ND

If you wish to view proceedings online, please click on this [Live Stream Link](#).



Martin Reeves
Chief Executive

May 2026

Committee Officer: Democratic Services
email:committeesdemocraticservices@oxfordshire.gov.uk

Membership

Councillors

| | |
|------------------|--|
| Liz Leffman | Leader of the Council |
| Neil Fawcett | Deputy Leader of the Council and Cabinet Member for Resources |
| Tim Bearder | Cabinet Member for Adults |
| Judith Edwards | Cabinet Member for Community Wellbeing and Safety |
| Gareth Epps | Cabinet Member for Place, Environment and Climate Action |
| Rebekah Fletcher | Cabinet Member for Transport Management |
| Sean Gaul | Cabinet Member for Children and Young People |
| Laura Gordon | Cabinet Member for Future Economy and Innovation |
| Kate Gregory | Cabinet Member for Public Health and Inequalities |
| Dan Levy | Cabinet Member for Finance, Property and Transformation |

*The Agenda is attached. Decisions taken at the meeting
will become effective at the end of the working day on 22 May 2026
unless called in by that date for review by the appropriate Scrutiny Committee.*

*Copies of this Notice, Agenda and supporting papers are circulated
to all Members of the County Council.*

Date of next meeting: 16 June 2026

AGENDA

- 1. Election of Chair for 2026/27 Council Year**
- 2. Election of Deputy Chair for 2026/27 Council Year**
- 3. Apologies for Absence**
- 4. Minutes of the Previous Meeting (Pages 7 - 8)**

To approve the minutes of the meeting held on 24 February 2026 and to receive any information arising from them.

- 5. Declarations of Interest**

See guidance note below.

- 6. Questions from County Councillors**

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Shareholder Committee's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Committee Member or such other councillor or officer as is determined by the Committee Member, and shall not be the subject of further debate at this meeting.

- 7. Petitions and Public Address**

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection.

To facilitate 'hybrid' meetings we are asking that requests to speak or present a petition are submitted by no later than 9am four working days before the meeting. Requests to speak should be sent to committeesdemocraticservices@oxfordshire.gov.uk

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that your views are taken into account. A written copy of your statement can be

provided no later than 9am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

8. Approval of Auditors for Enterprise Oxfordshire (Pages 9 - 10)

Cabinet Member: Future Economy and Innovation

Forward Plan Ref: 2026/098

Non-Key Decision

Contact: Sadie Patamia, Corporate Governance Manager – Enterprise Oxfordshire
(Sadie.Patamia@oxfordshire.gov.uk)

Report by Director of Economy and Place (**SC8**).

This paper asks the Shareholder Committee to agree to the appointment of External Auditors for Enterprise Oxfordshire for 2025/26.

The Shareholder Committee is RECOMMENDED to:

- a) Agree the proposed appointment of Richardsons as External Auditors for Enterprise Oxfordshire (formally OxLEP) for financial Year 2025/26, as recommended by the company board.**

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed 'Declarations of Interest' or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (i.e. payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member 'must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself' and that 'you must not place yourself in situations where your honesty and integrity may be questioned'.

Members Code – Other registrable interests

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your other registerable interests then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person's quality of life, either positively or negatively, is likely to affect their wellbeing.

Other registrable interests include:

- a) Any unpaid directorships

- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.
- c) Any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

Members Code – Non-registrable interests

Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under other registrable interests, then you must declare the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

Where a matter affects the financial interest or well-being:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

Agenda Item 4

SHAREHOLDER COMMITTEE (CABINET COMMITTEE)

MINUTES of the meeting held on Tuesday, 24 February 2026 commencing at 3.00 pm and finishing at 3.06 pm

Present:

Voting Members: Councillor Liz Leffman – in the Chair

Councillor Neil Fawcett (Deputy Chair)

Councillor Tim Bearder

Councillor Andrew Gant

Councillor Sean Gaul

Councillor Kate Gregory

Councillor Ben Higgins

Councillor Judy Roberts

Other Members in Attendance: Councillor Glynis Phillips

Officers: Jack Ahier (Senior Democratic Services Officer), Anita Bradley (Director of Law & Governance and Monitoring Officer), Nicholas Glover (Managing Director – Enterprise Oxfordshire), Lisa Lyons (Director of Children's Services), Sadie Patamia (Corporate Governance Manager – Enterprise Oxfordshire), Martin Reeves (Chief Executive), Robin Rogers (Director of Economy and Place).

The Shareholder Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting [, together with a schedule of addenda tabled at the meeting/the following additional documents:] and agreed as set out below. Copies of the agenda and reports [agenda, reports and schedule/additional documents] are attached to the signed Minutes.

46 **APOLOGIES FOR ABSENCE**

(Agenda No. 1)

Apologies for absence were received from Councillors Hannaby and Levy.

47 **MINUTES OF THE PREVIOUS MEETING**

(Agenda No. 2)

The minutes of the meeting held on 9 December 2025 were approved and signed by the Chair as a correct record.

48 **DECLARATIONS OF INTEREST**

(Agenda No. 3)

There were none.

49 QUESTIONS FROM COUNTY COUNCILLORS
(Agenda No. 4)

There were none.

50 PETITIONS AND PUBLIC ADDRESS
(Agenda No. 5)

There were none.

51 APPROVAL OF 2026/27 ENTERPRISE OXFORDSHIRE BUSINESS PLAN
(Agenda No. 6)

Councillor Ben Higgins, Cabinet Member for Future Economy and Innovation, presented the report.

During discussion, it was noted that the Board of Enterprise Oxfordshire approved these plans on 29th January. It was further noted that a second version of the business plan would be produced after the Economic Development Strategy had been considered by Cabinet, which would feed into other areas of work produced by Enterprise Oxfordshire.

The Chair thanked officers for their work. Councillor Higgins proposed and Councillor Roberts seconded the recommendations, and they were approved.

RESOLVED to:

a) Approve the 2026/27 Enterprise Oxfordshire Business Plan version 1 and indicative budget for 2027/28; and

b) Note that a version 2 of the Business Plan will be developed following the Economic Strategy.

..... in the Chair

Date of signing

Divisions Affected – N/A

SHAREHOLDER COMMITTEE

19 MAY 2026

Appointment of Auditors for Enterprise Oxfordshire

Report by Director of Economy and Place

RECOMMENDATION

The Shareholder Committee is **RECOMMENDED** to:

- a) **Agree the proposed appointment of Richardsons as External Auditors for Enterprise Oxfordshire (formally OxLEP) for financial Year 2025/26, as recommended by the company board.**

Executive Summary

1. This paper asks the Shareholder Committee to agree to the appointment of External Auditors for Enterprise Oxfordshire for 2025/26.

Background

2. In November 2024, Cabinet established the Shareholder Committee, delegating to it decision-making on reserved matters for Enterprise Oxfordshire (formally OxLEP).
3. Enterprise Oxfordshire is required to appoint external auditors for the financial year 2025/26. The County Council has confirmed that, as a separate entity, the company should appoint separate external auditors from those who conduct the County Council's statutory audit. As a consequence, on 26 March 2026, the Enterprise Oxfordshire company board approved a report recommending the appointment of Richardsons as external auditors for the Financial Year 2025/26
4. Richardsons have confirmed that they have availability in late June to carry out the fieldwork and preparation of the financial statements. In keeping with good practice and sector guidance, Richardsons have proposed that they will rotate partners for this year's audit to ensure independence, quality, and value for money.
5. The company is currently recruiting for a Chair of the Board and Managing Director; once those individuals are in post and, with an indicative funding settlement in place until 31 March 2028, Enterprise Oxfordshire will be in a

stronger position to retender for auditservices for 2026+. The procurement brief has been drafted, and the plan is for that procurement to commence in the autumn so that it can be led by the Managing Director, with the Chair's oversight.

6. The appointment of External Auditors is a reserved matter and therefore the Shareholder Committee is asked to approve the appointment. Procurement arrangements and the management of the audit process itself is a matter for Enterprise Oxfordshire.

Financial Implications

7. The Audit Fee is budgeted for within Enterprise Oxfordshire's business plan and will have no additional financial impact on the Council.

Comments checked by:

Rob Finlayson, Strategic Finance Business Partner
(Rob.Finlayson@oxfordshire.gov.uk)

Legal Implications

8. Enterprise Oxfordshire is a company limited by guarantee of which the Council is the guarantor and sole member. The Shareholder Committee was constituted by Cabinet to manage the responsibilities of the Council as guarantor and sole member of Enterprise Oxfordshire.
9. The company has registered its Memorandum and Articles of Association with Companies House. The Articles include several reserved matters which are to be decided/approved by the Shareholder Committee and cannot be the sole responsibility of the company. The reserved matters for the consideration of the Shareholder Committee include the appointment of external auditors.

Comments checked by:

Jay Akbar – Head of Legal & Governance (Jay.Akbar@oxfordshire.gov.uk)

Robin Rogers
Director of Economy and Place

Contact Officer: Robin Rogers
Director of Economy and Place

April 2026

30 April 2026